

STATE OF NEW MEXICO  
COUNTY OF BERNALILLO  
METROPOLITAN COURT

\_\_\_\_\_, Plaintiff

v.

\_\_\_\_\_, Defendant

No. \_\_\_\_\_

**CIVIL COMPLAINT**

(a) The full name and address of the Defendant is as follows:

\_\_\_\_\_ (Name)

\_\_\_\_\_ (Address)

\_\_\_\_\_ (City, State, and Zip Code)

(b) The last two (2) digits of the Defendant's social security number, contained in the original creditor's records are as follows: \_\_\_\_\_

(c) If the Plaintiff does not provide the social security number above, Plaintiff states, with specificity, that the basis on which it was determined that the named Defendant is the debtor on the debt as follows: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

☐ The Plaintiff in this action IS the original creditor; OR

☐ The Plaintiff IS NOT the original creditor and the name and address under which the original creditor did business with the Defendant is as follows: \_\_\_\_\_  
\_\_\_\_\_

The last four (4) digits of the Defendant's account number, used by the original creditor as of the date of the default are as follows: \_\_\_\_\_

The balance due at the time of the default is as follows: \_\_\_\_\_

(a) The total amount of the debt claimed is \$\_\_\_\_\_, itemized as follows:

Principal amount due: \_\_\_\_\_

Interest: \_\_\_\_\_

Other charges, fees, and expenses (specified individually): \_\_\_\_\_

(b) The basis for each of the itemized charges, fees, or expenses is as follows: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The date of last payment made by Defendant is as follows: \_\_\_\_\_

Plaintiff states, consistent with Rule 3-301 NMRA, that the applicable statute of limitations on this claim has not run.

The name and address of the current owner of this debt is as follows:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ (Name)  
\_\_\_\_\_  
\_\_\_\_\_ (Address)  
\_\_\_\_\_  
\_\_\_\_\_ (City, State, and Zip Code)

Plaintiff ☐ IS or ☐ IS NOT a collection agency. If the Plaintiff is a collection agency:

(a) The name and address of the collection agency is as follows:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ (Name)  
\_\_\_\_\_  
\_\_\_\_\_ (Address)  
\_\_\_\_\_  
\_\_\_\_\_ (City, State, and Zip Code)

(b) The New Mexico license number for the collection agency is as follows: \_\_\_\_\_

(c) The specific facts demonstrating that the collection agency is the real party of interest are as follows:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

☐ The original or copy of any instrument of writing on which the action is founded IS attached as Exhibit A. *See* Rule 3-201(E)(2) NMRA.

☐ The original or copy of any instrument of writing on which the action is founded IS NOT attached. The reason the instrument of writing is not attached is as follows: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

☐ Plaintiff alleges entitlement to enforce the debt but is not the original creditor. Plaintiff has attached an affidavit showing chain of title or assignment of the debt. *See* Rule 3-401(D)(2) NMRA.

Plaintiff also seeks court costs and the following additional relief as specified: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

WHEREFORE, Plaintiff demands judgment in the amount of \$ \_\_\_\_\_, and costs [and attorney's fees] and such further relief as the court deems proper.

☐ Plaintiff requests a \_\_\_\_\_ language interpreter.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signed

---

Name (*print*)

---

Address (*print*)

---

City, State and Zip Code (*print*)

---

Telephone Number

---

Email Address

#### USE NOTE

Rule 1-008(A)(3) NMRA bars asking for damages in any specific amount “unless it is a necessary allegation of the complaint.” Rule 1-054(C) NMRA bars default judgments exceeding the amount stated in the demand for judgment. Consistent with Rule 1-008(A)(3) and Rule 1-054(C), and in order to provide notice to the defendant of the consequences of a default judgment, the demand for judgment in a specific amount is here made a necessary part of the complaint.